



Development Permit Application

Development Permit #: _____

Property File #: _____
Lot: _____
Block: _____
Plan: _____
Zone: _____

1. Applicant Information

Applicant Type: ☐ Owner ☐ Contractor ☐ Other: _____
Applicant Name: _____
Mailing Address: _____ Town/City: _____
Province: _____ Postal Code: _____
Phone: Home: _____ Business: _____
Email Address: _____

2. Registered Owner Information (complete only if different from Applicant.) ☐ Same as Applicant

Note: If the applicant is not the owner, the application must be signed by the owner or a letter must be attached.

Registered Owner: _____
Mailing Address: _____ Town/City: _____
Province: _____ Postal Code: _____
Phone: Home: _____ Business: _____
Email Address: _____
Registered Owner Signature: _____

3. Type of Development

- | | |
|--|--|
| ☐ Single Family Residential - New | ☐ Single Family Residential - Addition/Renovation |
| ☐ Multiple Family Residential - New | ☐ Multiple Family Residential - Addition/Revonation |
| ☐ Commercial/Industrial - New | ☐ Commercial/Industrial - Addition/Revovation |
| ☐ Mobile Home Placement | ☐ Sign |
| ☐ Modular Home Placement | ☐ Pool |
| ☐ Demolition | ☐ Hot Tub |
| ☐ Fence | ☐ Shed |
| ☐ Deck | ☐ Garage |
| ☐ Other: _____ | |

4. Proposed Development

Address of the proposed development: _____

Describe the proposed development: _____

Proposed Use: _____

Estimated Value of Development (excluding land): \$ _____

5. Additional Information:

Estimated Start Date: _____ Estimated Completion Date: _____
Is the development adjacent to a highway? ☐ Yes ☐ No

6: Required Attachments:

The following documents must accompany this application, where applicable:

- ☐ Site Plan showing:
 - > Lot dimensions
 - > Proposed location of improvements including front, rear, and side yard setbacks
 - > Driveways and parking areas
 - > Site drainage, including elevations (if required)
- ☐ Building elevation views showing dimensions.
- ☐ Proposed fence height and construction materials.
- ☐ Letter of Authorization from Registered Owner (if required)

The Development Officer a/o Municipal Planning Commission may require additional information including an engineered geotechnical report and a Development Agreement between the Owner and the Town of Athabasca.

7. Applicant Declaration

I hereby apply for a Development Permit under the provisions of the Town of Athabasca Land Use Bylaw currently in effect.

I certify that the information contained in this application is true and complete to the best of my knowledge. I agree to comply with all conditions of approval should a Development Permit be issued.

By signing this application, the applicant acknowledges and understands that:

- > Submission of this application does not authorize the commencement of development or construction.
- > This application is subject to the provisions of the Town of Athabasca Land Use Bylaw and the Municipal Government Act.
- > Where notice of decision is required, a Development Permit does not become effective until 21 days after notice has been given to affected landowners, unless an appeal is filed.
- > A Development Permit is valid for 12 months from the date of issue. If development has not commenced within that period or is not being carried out with reasonable diligence, the permit may become null and void.
- > Development must be located a minimum of 15 feet (4.6 metres) from low-pressure pipelines and 150 feet (45.7 metres) from high-pressure pipelines. Applicants are responsible for contacting the appropriate utility owner to confirm pipeline locations before commencing development.
- > Issuance of a Development Permit does not exempt the applicant from obtaining any other permits or approvals required by municipal, provincial, or federal legislation.
- > Additional information, plans, reports, or studies may be required before a decision can be made.

Applicant Signature: _____ Date: _____

Office Use Only

Date Received: _____ Received By: _____

Development Authority Decision: ☐ Approved ☐ Approved with Conditions ☐ Refused

Date of Decision: _____

Conditions of Approval:

Development Officer Signature: _____ Date: _____